

# **TOWN OF DAVIE TOWN COUNCIL AGENDA REPORT**

**TO:** Mayor and Councilmembers

**FROM/PHONE:** Herb Hyman/797-1016

**SUBJECT:** Resolution

**AFFECTED DISTRICT:** n/a

**TITLE OF AGENDA ITEM:** A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING THE BID AWARDED BY THE CITY OF HOLLYWOOD FOR MULCH AND MULCH INSTALLATION, SOUTHEAST FLORIDA COOPERATIVE PURCHASING GROUP BID NO. I-3974-05-RD.

**REPORT IN BRIEF:** A competitive bid was conducted for mulch and mulch installation needed for various park, roadway, and right-of-way projects. The City of Hollywood acted as lead agency for the Southeast Florida Cooperative Purchasing Group for this bid. The City of Hollywood sent out specifications to thirty-one (31) prospective bidders and received seven (7) bids. The recommendation is for East Coast Mulch Corporation as the lowest responsive and responsible bidder. The initial contract is a one (1) year term with options to renew for two (2) additional one (1) year terms by mutual agreement of the parties. Extensions, if appropriate, will be handled administratively by staff subject to budgetary approval by the Town Council.

**PREVIOUS ACTIONS:** Not applicable

**CONCURRENCES:** The recommended award has been reviewed by the Public Works Director and the Procurement Manager who concur with the decision to award to East Coast Mulch Corporation.

**FISCAL IMPACT:**

Has request been budgeted? yes

If yes, expected cost: \$45,000.00/yr.

Account Name: Various Park, Roadway, and Right-of-Way Accounts

Additional Comments: Not applicable

**RECOMMENDATION(S):** Motion to approve the resolution.

**Attachment(s):**

Procurement Authorization

Award documentation from the City of Hollywood

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING THE BID AWARDED BY THE CITY OF HOLLYWOOD FOR MULCH AND MULCH INSTALLATION, SOUTHEAST FLORIDA COOPERATIVE PURCHASING GROUP BID NO. I-3974-05-RD.

WHEREAS, the Town is in need of mulch and mulch installation for various park and roadway projects; and

WHEREAS, The City of Hollywood, acting as lead agency for the Southeast Florida Cooperative Purchasing Group, solicited sealed bids for such mulch services; and

WHEREAS, after review, the Town Council wishes to approve the bid awarded by the City of Hollywood to East Coast Mulch Corporation.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council hereby approves the bid awarded by the City of Hollywood to East Coast Mulch Corporation in accordance with unit prices identified in Attachment "A".

SECTION 2. The Town Council hereby authorizes the expenditure from various park, roadway, and right-of-way accounts.

SECTION 3. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2005

\_\_\_\_\_  
MAYOR/COUNCILMEMBER

Attest:

\_\_\_\_\_  
TOWN CLERK

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2005

# TOWN OF DAVIE PROCUREMENT AUTHORIZATION

**ACCOUNT NUMBER** VARIOUS PARK, ROADS & R/W ACCOUNTS     
 **BUDGET ITEM & DESCRIPTION** Mulch Services     
 **APPROXIMATE COST** 45,000<sup>00</sup> FY 2005-06  
Budget  
**METHOD OF PROCUREMENT** (check the one that applies)

☐ Open Competitive Bidding  
☒ Piggyback on Contract Number CO-OP CONTRACT I-3974-05-RD  
☐ Sole Source  
☐ Request For Proposals

**SPECIFICATIONS & LIST OF VENDORS MUST BE ATTACHED**

Signed B. Beaudin  
 Department Head

Have Funds been Reserved N/A

Date 10/5/05 Signed (Signature)

Signed \_\_\_\_\_  
 Town Administrator

<b><u>VENDOR</u></b>	<b><u>BIDS SUBMITTED</u></b>	<b><u>COST</u></b>
<u>EAST COAST MULCH CORPORATION</u>		<u>\$45,000/YR.</u>

Signed (Signature)  
 Procurement Manager

<b><u>BID SPECIFICATION COMMITTEE'S RECOMMENDATION</u></b>	
<b><u>Vendor</u></b>	<b><u>Cost</u></b>
<u>EAST COAST MULCH CORPORATION</u>	<u>\$45,000/YR.</u>

Attachment "A"

## LEGAL AD- M/A

**INVITATIONS MAILED TO: 31 BIDDERS**

**ON: August 2, 2005**

**DATE OPENED:** August 17, 2005

CO-OP BID NO: F-3974-05-RD

**DESCRIPTION:** Mulching Service/Mulch

**CITY OF HOLLYWOOD BID TABULATION**  
**DEPARTMENT: Public Works**

**DEPARTMENT: Public Works**

**DATA CODE NO.:**

**EST. AMOUNT (PRE-BID):**

TABULATED BY: D. W.  
VERIFIED BY: R. Dierks  
DATE: 8/23/05

VENDORS		EAST COAST MULCH CORP. JUPITER, FLORIDA		AMERIGROW/RECYCLING DELRAY BEACH, FLORIDA		ADVANCED MULCH, INC. PALM BEACH GARDENS, FLORIDA		MULLINGS ENGINEERING SERVICE LLC. SUNRISE, FLORIDA	
TERMS		N30		N30		N30		N30	
ITEMS	Unit Price/cu. yd.	Total Price	Unit Price/cu. yd.	Total Price	Unit Price/cu. yd.	Total Price	Unit Price/cu. yd.	Total Price	
A. Supply & Installation of Mulch as specified herein (12,190)	\$24.50	\$298,655.00	\$27.49	\$335,103.10	\$29.95	\$365,090.50	\$28.00	\$341,320.00	
State Minimum Call-out Charge	\$2,450.00		\$824.70		\$599.00		\$3,600.00		
B. Supply of Mulch without Installation	\$12.50	\$148,437.50	\$11.79	\$140,006.25	\$14.75	\$175,156.25	\$18.00	\$213,750.00	
Minimum Quantity Delivered at this price	100		100		100		100		
GRAND TOTAL		\$447,092.50		\$475,109.35		\$540,246.75		\$555,070.00	



**Southeast Florida Governmental Purchasing  
Cooperative Group**

**CONTRACT AWARD**

BID/RFP NO.: I-3974-05-RD  
DESCRIPTION/TITLE: Mulch/Mulch Installation  
CONTRACT PERIOD: October 1, 2005 Thru September 30, 2006  
TERM OF CONTRACT: One (1) year with option to renew for two additional one (1) year periods

**SECTION #1 - VENDOR AWARD**

Vendor Name: East Coast Mulch Corporation  
Vendor Address 1: PO Box 1352  
Vendor Address 2: Jupiter, FL 33468  
Contact: Harvey Glaser  
Phone: (561) 627-5539  
Fax: (561) 627-3427  
Cell/Pager:  
Email Address:  
Website:  
FEIN: 65-0876231

**SECTION #2 - AWARD/BACKGROUND INFORMATION**

Award Date: 9/26/05  
Resolution/Agenda Item No.: N/A  
Insurance Required: YES  
Performance Bond Required: NO

**SECTION #3 - LEAD AGENCY**

Agency Name: City of Hollywood  
Agency Address 1: 2600 Hollywood Boulevard Rm. 303  
Agency Address 2: Hollywood, Florida 33020  
Agency Contact: Ralph Dierks, Senior Procurement Specialist  
Telephone: 954-921-3223  
Facsimile: 954-921-3086  
Email: [rdierks@hollywoodfl.org](mailto:rdierks@hollywoodfl.org)



**CITY OF HOLLYWOOD, FLORIDA**  
**PROCUREMENT SERVICES DIVISION**

**DATE:** September 19, 2005 **FILE:** PR-05-482

**TO:** Cameron D. Benson  
City Manager

**VIA:** Cynthia E. McCormack *DEC 16*  
Director, Office of Budget and Procurement Services

**FROM:** Macciano K. Lewis *MKL*  
Assistant Director, Budget and Procurement Services

**SUBJECT:** Recommendation to Award Agreement for Mulch/Mulching Service

**ISSUE:**

Authorization to Award Agreement for Mulch/Mulching Service

**EXPLANATION:**

The Public Works Department requires an agreement for the Supply of Mulch to be used by City forces and the City's Grounds Maintenance contracts as well as supplemental services to install mulch at designated sites Citywide.

On August 2, 2005, Bid Number F-3974-05-RD was posted on the City's website, broadcast via DemandStar network, and Notice of Bid availability was mailed to thirty-one (31) vendors in accordance with the City's Purchasing Ordinance, Section 38.42(A)(1). F-3974-05-RD opened at 3:00 P.M., August 17, 2005, which resulted in responses from seven (7) bidders:

East Coast Mulch Corporation Jupiter, Florida	\$40,550.00
AmeriGrow Recycling Delray Beach, Florida	\$44,381.00
Advanced Mulch, Inc. Palm Beach Gardens, Florida	\$49,305.00
Mullings Engineering Service LLC Sunrise, Florida	\$48,200.00
Stiles Landscape Company Fort Lauderdale, Florida	\$49,450.00
Bannerman Landscaping Miami, Florida	\$63,000.00

Wood Mulch Products, Inc.  
Lakeland, Florida

\$6,750.00 (Item B only)

The volume listed on the bid tabulation sheets represents the total estimated expenditure of the nine (9) governmental entities participating in this bid of which the City of Hollywood's portion is approximately eight (8) percent.

The bid submitted by East Coast Mulch Corporation fully meets all terms, conditions, and specifications of our bid, and a check of their references resulted in satisfactory responses.

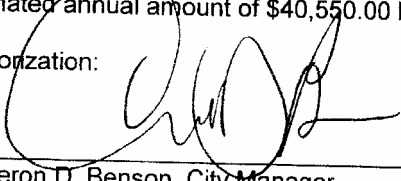
Award is subject to the receipt and approval of all Insurance Certificates required by the City's Risk Manager along with signed Statement of Hold Harmless and Indemnity to the City and with the City's right to terminate the agreement, with or without cause, with thirty (30) days notification.

Funding has been provided in the fiscal year 2006 budget in Public Works Department's Account Number 01.5172.00483.541.005224.

**RECOMMENDATION:**

The Director of Public Works and the Assistant Director of Budget and Procurement Services have recommended authorization be granted to issue Blanket Purchase Order Number B001720 for a one (1) year agreement for Mulch/Mulching Services with an option to renew for two (2) additional one (1) year periods to the lowest responsive, responsible bidder overall, East Coast Mulch Corporation of Jupiter, Florida, in an estimated annual amount of \$40,550.00 based on firm unit prices.

Authorization:

  
Cameron D. Benson, City Manager

dated 9/26, 2005

MKL:RD:dw

Attachments: Bid Tabulation  
Department Recommendation  
Blanket Purchase Order #B001720

c: Director, Public Works

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